

<p>GOVERNING BODY OF EVERSLEY PRIMARY SCHOOL Chaseville Park Road, London, N21 1PD Telephone No 0208 360 5159.</p> <p>1 JULY 2019</p>	
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MEMBERS

Position	Name	Date of Appointment	End of Term of Office
LA Governor	Ingrid Cranfield (Vice Chair)	2 July 2018	1 July 2022
Parent Governors (4)	Hannah Connors Judy Ellerby (Co Chair) Michael Florides (Co Chair) Prafulla Pujara	16 March 2018 9 June 2017 10 February 2016 9 June 1017	15 March 2022 8 June 2021 9 February 2020 8 June 2021
Staff Governor	Doulla Kleanthous Towli	9 August 2015	8 August 2019
Co-opted Governors (5)	Hadiza Adeyemi Bambos Charalambous Wahida Khan Paul Thompson Vacancy	12 November 2018 1 July 2019 14 November 2018 29 June 2016	11 November 2022 30 June 2023 13 November 2022 28 June 2020
Headteacher	Sam Williams	1 September 2018	

* Denotes absence

Also Attending:

Flora Georgiou – Associate Member Achievement
Joanna Heiler – Assistant Head Teacher
Sanah Khan – Observer
Hayley Kirkpatrick – Associate Member Achievement and Resources
Ann Munro - Minute and Advisory Clerk

MINUTES – PART 1

1. **APOLOGIES FOR ABSENCE**

NOTED that all Governors were in attendance.

2. **DECLARATION OF INTEREST, PECUNIARY OR OTHERWISE IN RESPECT OF ITEMS ON THE AGENDA**

Governors were given the opportunity to declare any prejudicial interest they might have in respect of items on the agenda.

No declarations were made.

PROCEDURAL ISSUES

3. **MEMBERSHIP AND CONSTITUTION**

(a) Co-opted Governor

REPORTED that the term of office for Bambos Charalambous had come to an end on 22 March 2019.

NOTED the vacancies.

RESOLVED to re-appoint Bambos Charalambous with effect from 1 July 2019.

(b) Staff Governor

REPORTED that the term of office of Doulla Kleanthous Towli would come to an end on 8 August 2019.

The Headteacher would advertise and invite nominations for the vacancy.

ACTION: HEADTEACHER

(c) Parent Governors

REPORTED the resignation of Judy Ellerby and Hannah Connors with effect from 23 July 2019.

RESOLVED that a Parent Governor election be arranged in the Autumn term 2019.

ACTION: HEADTEACHER

(d) Associate Member

NOTED that Joanne Helier, Assistant Headteacher had not been appointed as an Associate Member.

4. **GOVERNANCE ARRANGEMENTS**

(a) Standing Order for Co-opted Governors

RECEIVED a model Standing Order for the appointment of Co-opted Governors, a copy of which is included in the Minute Book.

Governors considered the process of appointing Co-opted Governors.

RESOLVED to adopt the Standing Orders for use by the School.

(b) Business Interest Forms

NOTED that all Governors had completed their Business Interest Forms.

5. **COMMITTEE MEMBERSHIP**

The Governing Body reviewed the organisation and membership of its Committees and Panels.

RESOLVED to appoint Hadiza Adeyemi to the Resources Committee.

4. **MINUTES**

The Minutes of the Governing Body meeting held on 25th March 2019 were confirmed and signed by the Chair as a correct record.

5. **MATTERS ARISING FROM THE MINUTES**

Termly Newsletter (Minute 5.2)

REPORTED that the Termly Newsletter format would remain the same as last year.

CORE FUNCTION: HOLDING THE HEADTEACHER TO ACCOUNT FOR THE EDUCATIONAL PERFORMANCE OF THE SCHOOL, ITS PUPILS & PERFORMANCE MANAGEMENT OF STAFF

6. **REPORT OF THE HEADTEACHER**

RECEIVED the written report of the Headteacher, Sam Williams, a copy of which is included in the Minute Book. The following matters arose from discussion of the report and in response to Governors' questions:

REPORTED that the Headteacher apologised that there had been a shortage of time for the report as there had been no Inclusion Manager and she had to cover for SENCO matters.

(a) School Context

NOTED that

- (i) there were currently 629 pupils on roll, 13 casual admissions since September 2018, 7 leavers, 35 pupils for free school meals. There were 71 Ever 6 and Pupil Premium pupils (Below National Comparisons);
- (ii) attendance was 97.5% - LA National is 96.75%, absence 5.2% as opposed to 8.4%. This was significantly lower than the National Average.

(b) Leadership and Management

NOTED that

- (i) the senior leadership team worked well together and would be having more members on board;
- (ii) it was recommended by Ofsted that the School should ensure Governors and senior staff seek ways of further developing their work to support parents. Parent Cafes and Story Cafes took place across Key Stage 1. Next year the school will run Story Cafes, shared Maths and English sessions with parents and their children. Parents could work alongside their child. Coffee mornings were held for the new Reception parents/carers. Parent rep meetings were held on a monthly basis, discussing issues within their class. There was continued support for EPSA;
- (iii) Secondary School transfer meetings had been held early so parents were aware of what to do well in advance.;
- (iv) Mindfulness sessions for parents, carers and toddlers were taking place weekly, being run by Hayley Kirkpatrick. Next year these sessions would be run for parents, sitting down with their children as a taster course;
- (v) Feedback from the Summer Term questionnaire will be received at the end of July;
- (vi) Governors needed to be proactive and undertake regular Governor visits;
- (vii) Hayley Kirkpatrick was working with Pan Enfield Alliance who were currently putting together an action plan and Eversley were part of the strategic bid;
- (viii) meetings were taking place with Middle Leaders every week. The quality of Teaching and Learning values were embedded;

- (ix) data for KS2 would not come out until July. The School had worked hard on writing. This has had an impact on results at the end of KS2, 85% in 2019 from 83% in 2018. The gender gap had reduced to 5%, in comparison to 12% National Average. Greater depth for boys had increased to 32% from 21%;
- (x) KS2 results would be sent out to parents with the annual reports. Some parents would find it difficult to understand this document and would not be able to contact the School in time before the summer break for an explanation. Reports were sent out a week early but the Governors and the Headteacher suggested that, looking forward, there was a requirement for an update on performance that would go out earlier in the year;
- (xi) the new Ofsted framework was being introduced in September 2019. Claire Knight was leading on new curriculum changes, looking at key Drivers and Values
- (xii) pupils were really enjoying being able to have Forest School training. It was planned to be developed across EYFS, KS1 and KS2. Sessions were held on Wednesdays and Thursdays;
- (xiii) school attendance was outstanding at 97.5%. The current number of persistent absentees were reduced to 5.2%, which was significantly below National average. The Headteacher had met with those parents and the EWO was involved;
- (xiv) the school was looking to set up a SEND hub for September 2019;
- (xv) an Eversley Pupil Parliament for pupils was being established for pupils to support the school within developing SIP and to give pupils a chance to help with decision making. There would be different Cabinets, a Prime Minister and a Deputy Prime Minister. Bambos Charalambous will be invited to visit;
- (xvi) Hayley Kirkpatrick would be re-launching Golden Time as Mental Health and Wellbeing. Hayley Kirkpatrick had attended a course and will introduce Jenny Mosely Circle Time activities which would focus on positive behaviour;
- (xvii) 79 – 81% - GLD (Good Level of Development) for EYFS Results 5 Year comparison. 81 – 86% for Year 1 Phonic Screening Check. Science was 90%. KS2 writing was disappointing;
- (xviii) Doulla Kleanthous Towli had been working with pupils in the outdoor area. Pupils had lots of opportunities outdoors and story cafes had a good response.

(c) Pupil Premium

NOTED that the attendance of pupil premium children had improved significantly. There were only 4 children that needed attention. A morning breakfast was offered and introduced to the parents, but this was not taken up by any of the families and would have to be provided within School hours.

(d) Pupil Pastoral Information

REPORTED that during the Spring term 2019 there had been:

- (i) 0 complaints
- (ii) 3 child protection (Safeguarding) referrals to social care;
- (iii) 0 allegations against staff reported to the Lead Officer for Child Protection;
- (iv) 0 reported racial incidents;
- (v) 1 reported serious bullying incident;
- (vi) 0 significant safeguarding issues whether to do with sexual behaviours, radicalization or any other form of threat or risk to young people.
- (vi) 0 exclusions.

ACCOUNTABILITY AND COMPLIANCE

7. ACHIEVEMENT

(a) Meetings

RECEIVED the Minutes of the meeting of the Achievement Committee held on 1 May 2019, a copy of which is included in the Minute Book. The following matters arose from discussion of these Minutes:

(i) Ice Pack

NOTED that this was a very useful tool for Ofsted inspections. Four data driven Governors would be required to sit in front of Ofsted, responsible for different sections of data. It was suggested that staff and governors' group together. The Headteacher would contact the governors to arrange meetings to consider and discuss the ice pack. A Governor was needed to take over Judy Ellerby's section.

RESOLVED to refer the Ice Pack to the next meeting.

8. **RESOURCES**

RECEIVED the Minutes of the meeting of the Resources Committee held on 1 May 2019, a copy of which is included in the Minute Book. The following matters arose from discussion of these Minutes:

(a) Site Manager’s House (Minute No. 4c)

NOTED that there was no change regarding the Site Manager’s House. A meeting would be arranged with the Local Authority at the Civic Centre and Governors will consider the way forward at the next meeting in September.

ACTION: BAMBOS CHARALAMBOUS

(b) School Funding

NOTED that a meeting was attended by Bambos Charalambous where there was a debate about school funding. Nine Headteachers from across the borough also attended and discussed the Government teacher pension contributions. They only provide 0.5% for schools that pay more contributions. SEND funding was also a concern. A spending review could be happening in the next 3 years. Bambos Charalambous had arranged a meeting with the Local Authority, £3,500 was available to all schools with less than £3,000 per pupil. Schools were budgeting 0.5% from new schools to SEN. National funding dropped from £3,500 to £2,600, losing £900 per child. Enfield were trying to delay this. There was no Government money in the system. The funding formula was not working and some schools were asking parents for money and closing for an afternoon a week which needed to be accounted for.

(c) School Budget 2019-20- and 3-Year Plan

RECEIVED a report from the Resources Committee regarding the agreed Budget for 2018-2019 and the following two years’ indicative budgets.

NOTED that the 2018-19 headline figures were pleasing. Currently the budget was balancing. The staff on maternity leave will be returning earlier than expected. Sherpa Kids and after school clubs were bringing in more income than Dynamites. The School needed to check if EPSA were a registered charity number so the School could receive gift aid. Some parents agree with this.

RESOLVED to ratify the Budget.

(d) Premises

NOTED that the School field needed to be developed and Astroturf was needed as the current field could not be used for 4-5 months of the year. The environment agency would need to be consulted because of drainage. If this was opened to the

community, there would be more chance of receiving a funding bid. The School will be talking to parents about funding and check spending in the right places. The reception playground needed development. The Headteacher be meeting with the parent representatives on Friday.

(e) SFVS

RECEIVED the Schools' Financial Value Standard (SFVS) for 2019-20, a copy of which is included in the Minute Book.

NOTED that Eversley was compared with other schools and most schools have some red. The highest recently was the average teaching cost. The Senior Leadership Team had been heavy but will reduce. Marie Maduro to highlight much lower than recommended in document.

RESOLVED to ratify the SFVS.

GOVERNANCE AND EVALUATION

9. GOVERNORS' REPORTS

NOTED there had been no urgent action taken by the Chair or any other delegated responsibility by a Governor.

10. GOVERNOR LEARNING AND DEVELOPMENT OPPORTUNITIES

REPORTED that the Governors Information Pack was useful.

NOTED that Prafulla Pujara had attended the Safer Recruitment Training Course. The course was very helpful and stressed the importance of being very alert when considering recruiting and making sure all the relevant security information, such as passport details were up to date. Marie Maduro was working on this check.

Emails from Harringay GSS were still being received. Governors agreed to unsubscribe.

LOCAL AUTHORITY REFERRALS

11. GOVERNORS' BRIEFING

(a) Enfield Children's Portal

NOTED that the School was aware of the Children's Portal.

(b) Governance Handbook

NOTED that a new version of the handbook was now available on a termly basis.

(c) Ofsted's Equality Objectives 2016-20

NOTED the Equality, diversity and inclusion objectives that Ofsted will focus on from 2016 to 2020 and that it will be updated soon.

(d) Guidance on Copyright Licensing

NOTED the new guidance for schools

(e) Relationship and Health Education

NOTED the full outcomes of the consultation.

The Government pilot for schools for relationship and health education. The school is informing parents and if they do not want, they still have the information with them. LGBT families are mapped out across the year groups. The new scheme doesn't tell you when you are meant to teach the pupils. The school needs to decide when to tell them. Going to trial this year on an age-related basis. Going to introduce the mental health element by chunks.

(f) Guidance for planning and providing School Food

NOTED that this was read through to Governors by the Chair.

(g) Checklist of Potential Fraud Indicators

NOTED the checklist for potential fraud. This was completed by the staff online.

(h) Complaints Procedure

NOTED the best practice for Complaints procedures published recently. There was one change in this procedure and typing amendments were needed.

CLOSE OF MEETING

12. **DATES OF FUTURE MEETINGS**

NOTED that the next Governing Body Meeting would be held on 23rd September 2019. Further meeting dates would be agreed at that meeting.

RESOLVED that the following items be included on the agenda for the next meeting of the Governing Body:

- Member Governors Forum.

Confirmed and signed at a
meeting of the Governing
Body held on the day
of 2019